

**BOARD OF SELECTMEN MEETING
MINUTES
OCTOBER 7, 2013 – 7:30 PM
BROOKFIELD HIGH SCHOOL MEDIA CENTER**

CALL TO ORDER: First Selectman William R. Davidson called the meeting to order at 7:30 PM.

PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was recited.

PRESENT: William R. Davidson, First Selectman; Howard Lasser, Selectman; George Walker, Selectman; William Leverence, Controller; members of the public; Emily Cole Prescott, Recording Secretary

MONTHLY AGENDA ITEMS

PUBLIC COMMENT: There was no public comment at this time.

ANNOUNCEMENTS: Mr. Davidson made the following announcements:

- Brookfield's 225th Celebration –The mural was unveiled at the Brookfield Day (October 6th event). This mural, which was created by more than 300 residents, was overseen by Joanne and Bruce Hunter, as well as Mary Daniel. Brookfield House Tours and Festival of Crafts are the last two events that will be held to commemorate Brookfield's 225th anniversary. Brookfield House Tours will be held on October 12th, and tickets can be obtained by calling the First Selectman's Office or the Parks and Recreation Department. The last event will be the Festival of Crafts, which will be held at the Whisconier Middle School on November 2nd.
- The Brookfield Farmers Market will end on November 1st, and is held every 4-6 PM on Fridays in front of the Senior Center.
- On September 17th there was a referendum for the Parks Revitalization Program, which was successful. Mr. Davidson reviewed the next steps of this process, which will be the designs and public bids. Actual construction will occur in 2014 and 2015 because of the nature of the project, recreational use of the spaces, and the scope of the project.
- At the last Selectmen's last meeting, the Selectmen agreed to sign a contract with C-Pace, which presents an opportunity for owners of commercial buildings in Brookfield to upgrade their energy efficiencies. Owners of the buildings who receive the loans through the State agency will re-pay the loan via a surcharge on the property tax. The First Selectman's Office may be contacted for further information about this program.

CORRESPONDENCE: There was no correspondence.

MONTHLY FINANCIAL RESULTS: Controller Leverence reported the financial results.

Mr. Lasser made a motion to modify the agenda to move to item 3.a., discussion of Merwin Brook Road – offer to purchase 7.75 acre parcel for open space. Mr. Walker seconded the motion, and it carried unanimously.

UPDATES

MERWIN BROOK ROAD – OFFER TO PURCHASE 7.75 ACRE PARCEL FOR OPEN SPACE: Alice Dew, Chair of the Conservation Commission, was present to discuss this matter. Ms. Dew stated that the Conservation Commission has sent this information back to the Board of Selectmen for consideration of purchase. Ms. Dew stated that this parcel would allow access to the Gurski Homestead off of Merwin Brook to have access for this property via Obtuse Hill, Long Meadow and Merwin Brook Road. Ms. Dew stated that this is a 7.75 acre piece, and most likely a two-house lot would be available for private development if the Town decided not to purchase it. Ms. Dew reported that the piece is primarily wooded, and does have some wetlands near the brook. The Conservation Commission has \$135,000 in an open space fund, which

would be most likely about half of the cost of the purchase. Mr. Davidson stated that this parcel would expand the Williams Gurski property, and is a very natural fit for the Town to consider. Mr. Davidson stated that the Selectmen have also walked the property, and it is a beautiful piece. Mr. Lasser asked if the lot is buildable because of the steep slope. Ms. Dew stated that she has spoken with the Wetlands Enforcement Officer about the possibility to develop the land, and Ms. Dew noted that this is something that would be confirmed by an appraiser. Mr. Walker asked what percentage of the property are wetlands, and Ms. Dew responded that she believes the wetlands area to be about ten percent, but there may be the option to have parking alongside of the stream. **Mr. Walker made a motion to have a professional appraisal done on the subject property. Mr. Lasser seconded the motion, and it carried unanimously.**

The Board moved back to item 2.a.

NEW ITEMS

PARKS REVITALIZATION PROGRAM: Mr. Davidson stated that the Selectmen are determined that this project be properly managed. Mr. Davidson noted that the Town code requires that the Selectmen give written authorization to the Municipal Building Committee. **Mr. Walker moved that in accordance with section 13-5A of the Town Code, that the Selectmen give written authorization to the Municipal Building Committee to undertake, supervise, manage, control and execute authorized and funded building construction projects. Mr. Lasser seconded the motion, and it carried unanimously.**

FOUR CORNERS SIDEWALK AND STREETScape PLAN: Mr. Davidson shared some plans with the audience of upcoming projects in the Four Corners area. The Town will sign a contract with the URS Corporation to design sidewalks and streetscapes for Four Corners. Mr. Davidson read the introduction of the contract with URS Corporation. The intersection improvements include the realignment of north/south traffic improvements to provide street parking along the east side of Federal Road, within the DOT right of way and along the west side of Federal Road based on an approved site plan showing parking partly within the DOT right of way, the installation of a curb extension on the south-east corner, and the provision for sidewalks and a bicycle trail along the east side of Federal Road. This will be the beginning of a walking, friendly pedestrian area. Part of future development approvals will be to include sidewalks and streetscapes as part of the project design. Mr. Davidson noted that the Town will also apply for State funds for the work, but much of the work will be done by the builders. The funds for this contract of \$105,000 come from a previously approved STEAP grant (Small Town Economic Assistance Program). Mr. Davidson shared with the audience pictures of some projects that have been approved but not yet built.

FOUR CORNERS DESIGN REVIEW GUIDELINES: Mr. Davidson stated that the Zoning Commission has been extremely active in trying to align the regulations with the Four Corners concept plans, and this Commission has been changing their regulations so that the buildings develop to the expectations. This proposal is to hire FHI for the development of regulations with the fund amount of \$20,000. FHI is the company that was previously hired to help prepare the Four Corners Revitalization Plan. **Mr. Lasser made a motion that First Selectman Mr. Davidson sign the contract. Mr. Walker seconded the motion, and it carried unanimously.**

URANIUM AND ARSENIC TEST OF PRIVATE WELL: Mr. Davidson stated that Dr. Sullivan, the Director of Health, has proposed an ordinance for testing requirements for wells in Brookfield, specifically for new homes and real estate transactions. Mr. Davidson asked that Mr. Lasser and Mr. Walker review the ordinance and compile any questions they have. Mr. Davidson noted that he will ask Dr. Sullivan to attend the next Board of Selectmen meeting. He also noted that the proposed ordinance will be available online.

TOWN'S FINANCIAL PICTURE: Janette Marcoux, the Town's Financial Advisor, and David Scribner, Treasurer, and Controller Leverage met to discuss the financials of converting short-term loans to municipal bonds. Mr. Davidson explained that Brookfield bonds are often unavailable on the retail market

for purchase by residents, because institutional investors take them for individual portfolios, but this is a sign of financial strength. Mr. Davidson shared an illustration outlining the current municipal debt, which has continually been declining. Mr. Davidson noted that the Town's goal is to maintain a debt structure that does not grow but continues to reduce, but at the same time capital infrastructure improvements be accomplished as needed. Mr. Davidson noted that the Town is conservatively financed, and has an AA1 rating.

UPDATES

AMENDMENTS TO THE WPCA ORDINANCE CHAPTER 71: Mr. Walker made a motion to remove item 3.b. [Amendments to the WPCA Ordinance Chapter 71] from this evening's agenda. Mr. Davidson seconded the motion, and it carried, 2-1, with Mr. Lasser in opposition.

SILVERMINE WATER LINE REVISED ASSESSMENTS: Mr. Davidson reported that the property owners have been notified about the individual assessments, and a public hearing has also been held. Mr. Walker made a motion to approve the waterline assessments based on a spreadsheet dated August 1, 2013. Mr. Lasser seconded the motion, and it carried unanimously.

ROAD PAVING PROJECT: Mr. Davidson stated that this project was originally budgeted at \$10 million; thus far approximately \$9.5 million has been spent, and the balance of half a million will be spent in the spring of next year. Mr. Davidson explained that approximately \$167,000 a mile is the cost for this work. Mr. Davidson noted that there is a pavement condition index, which is what the Town Engineer uses to determine what roads need to be repaired. This program goal was to get a PCI (pavement condition index) of 65-70 percent, and it is now at 66.7%. This report will be available to view online. Mr. Lasser commended the Town Engineer, R. Tedesco, and the Department of Public Works for the work done on this project.

CLEAN ENERGY COMMUNITIES PROGRAM: The Brookfield Energy Committee, a group of volunteers, has asked the Town to sign up to take the Clean Energy Municipal Pledge. Mr. Davidson explained that this program allows the Town to get points for making energy efficiency improvements in municipal buildings. Mr. Davidson noted that this program does allow the Town to accumulate points for some of the energy improvements made in previous years. The Town will seek to reduce its municipal building energy consumption for municipal facilities by at least twenty percent by 2018. Mr. Lasser made a motion that the [First Selectman] Selectmen sign the pledge [Clean Energy Communities Municipal Pledge]. Mr. Walker seconded the motion, and it carried unanimously.

MEADOWBROOK MANOR: Mr. Davidson noted that this project is an ongoing process that has been continually worked on. Mr. Davidson noted that much of the work is seasonal. The Town Engineer is overseeing this project, and Mr. Davidson read the summary provided by Town Engineer R. Tedesco. Mr. Davidson noted that the Town has pre-applied for FEMA funding for this area. Mr. Davidson has offered to meet with the residents of Meadowbrook Manor to speak in more detail about the project. Mr. Lasser asked for further details about the project, and Mr. Davidson agreed that if Mr. Lasser would like, the Selectmen can set a meeting with the Town Engineer.

LIBRARY COTTAGE: Mr. Davidson reported that the Town is in a position to have another auction for the library cottage, and the Town attorney is putting together the package for sale. Mr. Davidson stated that the approval for the conditions of sale has changed, so another special Town meeting must be held to approve the conditions of sale. Mr. Lasser made a motion to have a special town meeting on October 22nd at 6:00 PM in Room 133 in the Town Hall to present to the residents the conditions of sale. Mr. Walker seconded the motion, and it carried unanimously.

BROOKFIELD CELL TOWER: Mr. Davidson stated that he is expecting to have the lease document returned from the cell tower company within the next week or two.

STILL RIVER GREENWAY PHASE II: Mr. Davidson reported that in 2003, the Town decided to build a recreational biking and walking path along the Still River. The project was funded by 80% state money and

20% town money to build the greenway, which will extend to the Four Corners area. The first leg of the project has been built. Mr. Davidson reported that for at least 6 months, this phase has been undergoing an environmental review by the DEEP. The US Army Corps of Engineers is requiring another review because the project had been completed five years ago. Mr. Davidson stated that on October 3rd, a memo was received by the US Army Corps of Engineers regarding this project, which is now pending due to the furlough. Mr. Davidson noted that according to the memo received by the US Army Corps of Engineers, the review of this project will be coordinated when the project manager returns to the office.

CONSENT AGENDA

BOARD OF SELECTMEN MEETING MINUTES: 09/09/13

NEW HIRE REPORT: Staffing Changes – Catherine Greenwood, Human Resources Director (last day will be October 11, 2013)

SELECTMEN APPROVAL FOR ROUTINE MATTERS

DRIVEWAY BOND RELEASES: 16 Deer Run Road; 43 Tower Road

EXCAVATION BOND RELEASES: 12 Deerfield Road; 1 Edna Court

INLAND WETLANDS COMMISSION BOND RELEASES: 1 Sunset Hill Road

ZONING COMMISSION BOND RELEASES: 20 & 28 Old Gray's Bridge Road

Mr. Walker made a motion to approve the consent agenda as presented. Mr. Lasser seconded the motion, and it carried unanimously.

ADDITIONAL MONTHLY AGENDA ITEMS

APPOINTMENTS:

- a.) Emily McPadden, Commission on Aging vacancy
- b.) Geoff Hunton, Planning Commission alternate vacancy

Mr. Lasser made a motion to approve the appointments. Mr. Walker seconded the motion; motion carried unanimously.

PUBLIC COMMENT: There was no public comment at this time.

ADJOURN: Mr. Lasser made a motion to adjourn at 8:47 PM. Mr. Walker seconded the motion, and it carried unanimously.